

Emergency Management Meeting
March 13, 2018 - Library

Present: Larry Brooks, Brad Gangl, Lisa Mock, Dr. Migler, Darrell Waters and Michelle Davis

Not Present: Joey Clemens

Lockdown Briefing

- In the 4th bullet on the notes, it should be a “hard lockdown”
- Kudos to Michelle Davis for her plan for getting students back and forth from the residence halls to the dining center

Drills

Decision was made to record all campus drill dates in the Emergency Management meeting minutes along with a debriefing for each drill. This will be left as a standing agenda item each month.

Fire Drills Scheduled:

- Residence Halls: March 20th
- Academic Buildings (Thatcher, Nelson, Arntzen, Molberg, greenhouse, football Bldg.): March 27th at 11:50 am
 - Need to identify individuals to pull alarms and oversee everyone evacuates

Tornado Drills

- April 30-May 4 is NOAA – National Summer Severe Weather awareness week
- All campus Tornado drill: May 2 at 11:50 am
 - Darrell will contact Bottineau Emergency Services to see if they will conduct a drill the same day.

Safe locations determined. Lisa will report them at the next Campus Forum.

- Thatcher: tunnel
- NSC: bathrooms or janitors closet
- Molberg: bathrooms or darkroom
- Residence halls: basements

Campus Emergency Procedures

The Campus Emergency procedures handbook reviewed. A few edits recommended. It will be printed this summer with a new face color on the title page. Then updated in each room and presented at fall inservice.

Next meeting: The next meeting will be held the first Tuesday of April at 3:00 pm (March 6).

Respectively Submitted:

Sandy Hageness